User Manual
For
Admitted Trainees Data for Grant-In-Aid Institute

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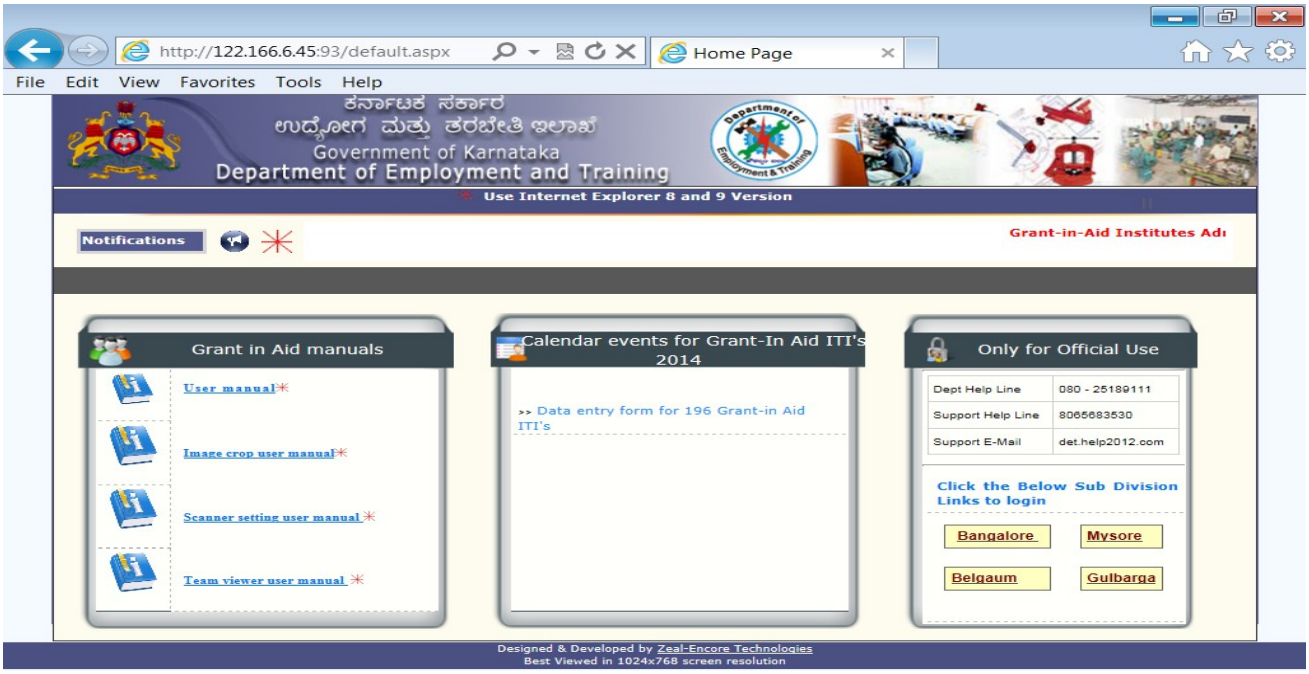
1.Introduction:

Department of Employment and Training Government of Karnataka want to create a database of admitted students for Private Grant-In Aided ITI institutes in Karnataka. This manual will explain the steps to enter the information into the online software.

2.Main Page

Step 1: Open the Internet explorer / Mozilla Firefox.

Step 2: Enter the URL www.detkarnataka.org.in



2. a. Grant-in-Aid Manual: In Main page Grant-in-Aid Manual is provided.

2. a.i. User manual: Contains Main page User manual procedures.

2. a.ii. Image crop user manual: Contains Cropping methods for scanned image procedures.

2. a.iii. Scanner setting user manual: Contains Scanner setting procedures.

2. a.iv. Team viewer user manual: Contains Team viewer usage procedures.

1. b. Division's: Select your respective division. Then respective division Login page will be displayed.

3.Login Page

Step 1: Select the Division of yours.

ಕರ್ನಾಟಕ ಸರ್ಕಾರ
ಉದ್ಯೋಗ ಮತ್ತು ತರಬೇತಿ ಇಲಾಖೆ
Government of Karnataka
Department of Employment and Training
Notifications
Grant-in-Aid Institutes Admission Data entry, for more information please co
Internal Officer's Information
Instruction's Manual
Click Here to View Intruction's Manual Guide
Institute Data Sheet
Click Here to view Over all State Wise Rank List Details
Trade Data Sheet
Click here to View District wise Rank list details
Internal Officer's Information
Scanning or Web Cam Manual
Application Data Sheet
Click Here to View the Institute wise Preference list
Only for Official Use
Username
Password
Log In
CALL : 080 - 65683530
eid:det.help2012@gmail.com
If you have any Clarification, please do call this number.

1.a. Internal Officer's Information: In Login page Internal Officer's Information manual is provided.

1.a.i. Instruction's manual: Contains Login page Instruction's manual procedures.

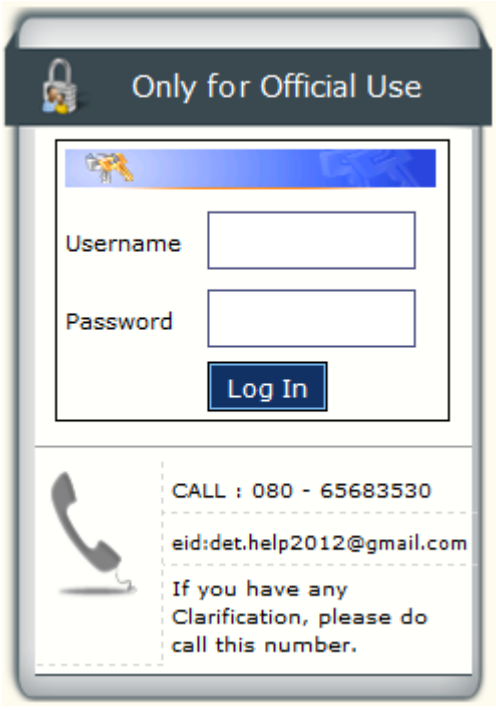
1.a.ii. Institute Data Sheet: Contains Institute data sheet.

1.a.iii. Trade Data Sheet: Contains Trade data sheet.

1.a.iv. Scanning or Web Cam Manual: Contains Scanning or Web cam Manual procedures.

1.a.v. Application Data Sheet: Contains application data entry sheet.

1.b. User Credentials: Enter the valid username and password provided. Then respective user credentials Home page will be displayed.



4.Home Page:

- Application Entry: After the logging in with valid user name and password the data entry forms as shown below will be displayed.

SlNo	Application forms	Status
1	InstituteDetails	
2	TradeDetails	
3	Institute Upload Documents	
4	StudentInformation	
5	Upload Applicant Documents	

Submit your Application

4.a.Institute Details Page

SlNo	Application forms	Status
1	InstituteDetails	
2	TradeDetails	
3	Institute Upload Documents	
4	StudentInformation	
5	Upload Applicant Documents	

Submit your Application

Back to home

Next | Info

Institute Details

Name Of Institute	Ghousia Industrial Training Institute *	Address	Dharamaram College post, Hosur Rd, Bangalore -29 *
District	Bangalore Urban *	Taluk	Bangalore North *
Principal Name	Mr Nasir Khan *	Mobile No(+91)	9845430358 *
Email Address	ghousiaiti@yahoo.co.in *	Web Address	www.gousiaiti.org
Latitude	12.568968	longitude	77.659860
Landline No			

Save

1. a. Next: This link is used to go to the next Page called Trade Details Page.

Admission Data Entry for Aided Institutes

Based on the logged Username and password the institute name will be bonded. Where Principal needs to provide all the details required by the department.

1. b.i. Name of Institute: Here Institute Name need to be entered.

1. b.ii. Address: Here Institute Address with location needs to be entered.

1. b.iii. District: Here Institute District Name needs to be selected.

1. b.iv. Taluk: Here Institute Taluk Name needs to be selected.

1. b.v. Principal Name: Here Institute in charge Principal Name needs to be entered.

1. b.vi. Mobile No (+91): Here Institute Contact number needs to be entered like mobile number.

1. b.vii. Email Address: Here Institute valid Email Address need to be entered.

1. b.viii. Web Address: Here Institute valid Web Address need to be entered(Optional).

1. B.ix. Latitude: Here Institute Latitude needs to be entered(Optional).

1. b.x. Longitude: Here Institute Longitude need to be entered(Optional).

Once updated all the above said details, click on the save button in order to save the details provided and Saved successfully message will be displayed

1. c. Back to Home: After completing the full Institute details entry then click on “Back to Home” link, where we will be find tick mark icon at Institute Details link as shown below.(This link is used to go back to Home Page.)

SlNo	Application forms	Status
1	InstituteDetails	
2	TradeDetails	
3	Institute Upload Documents	
4	StudentInformation	
5	Upload Applicant Documents	

Submit your Application

1. d. Next: This link is used to go to the Next Page called Trade Details Page.

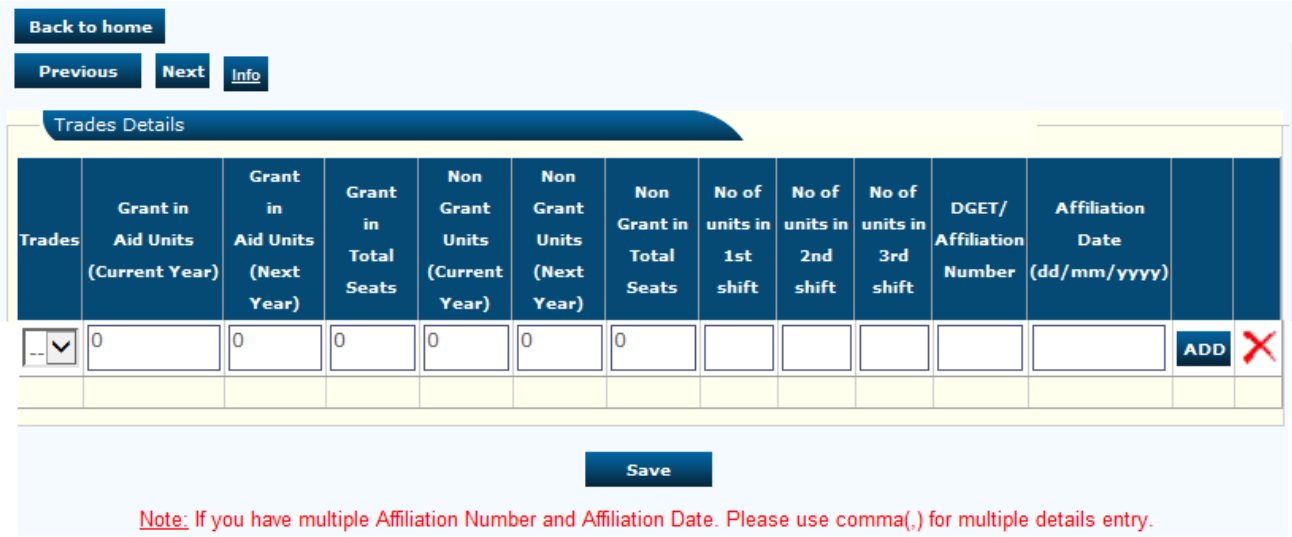
1. e. Info: This link will provide "Institute Details" user manual.

4.b. Trade Details Page:

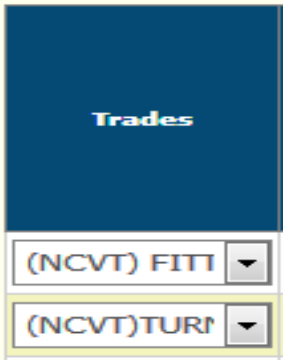
SlNo	Application forms	Status
1	InstituteDetails	
2	TradeDetails	
3	Institute Upload Documents	
4	StudentInformation	
5	Upload Applicant Documents	

Submit your Application

Based on the Institute's the trades will be bonded, in the Trades drop down list.


Back to home
Previous
Next
Info
Trades Details
Trades
Grant in Aid Units (Current Year)
Grant in Aid Units (Next Year)
Grant in Total Seats
Non Grant Units (Current Year)
Non Grant Units (Next Year)
Non Grant in Total Seats
No of units in 1st shift
No of units in 2nd shift
No of units in 3rd shift
DGET/ Affiliation Number
Affiliation Date (dd/mm/yyyy)
ADD
Save
Note: If you have multiple Affiliation Number and Affiliation Date. Please use comma(,) for multiple details entry.

1. Select the "Trade" from the drop down list Refer the below screen.



2. Enter the Unit details like Grant in Aided units for current year and Grant aided units for next year.

3. Verify the number of seats generated by the system and it can be edited also for a particular trade.

Grant in Aid Units (Current Year)	Grant in Aid Units (Next Year)	Grant in Total Seats
1	1	42
1	1	42

4. Enter the Unit details like Non Grant-In Aided units for current year and Non Grant-In Aided units for next year.

5. Verify the number of seats generated by the system and it can be edited also for a particular trade.

Non Grant Units (Current Year)	Non Grant Units (Next Year)	Non Grant in Total Seats
1	1	42
1	1	42

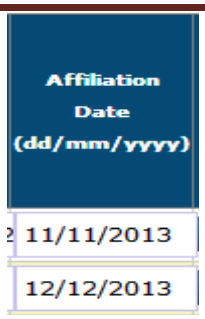
6. Enter the Number of Shifts for 1st, 2nd and 3rd shift columns.

No of units in 1st shift	No of units in 2nd shift	No of units in 3rd shift
2	2	0
1	1	0

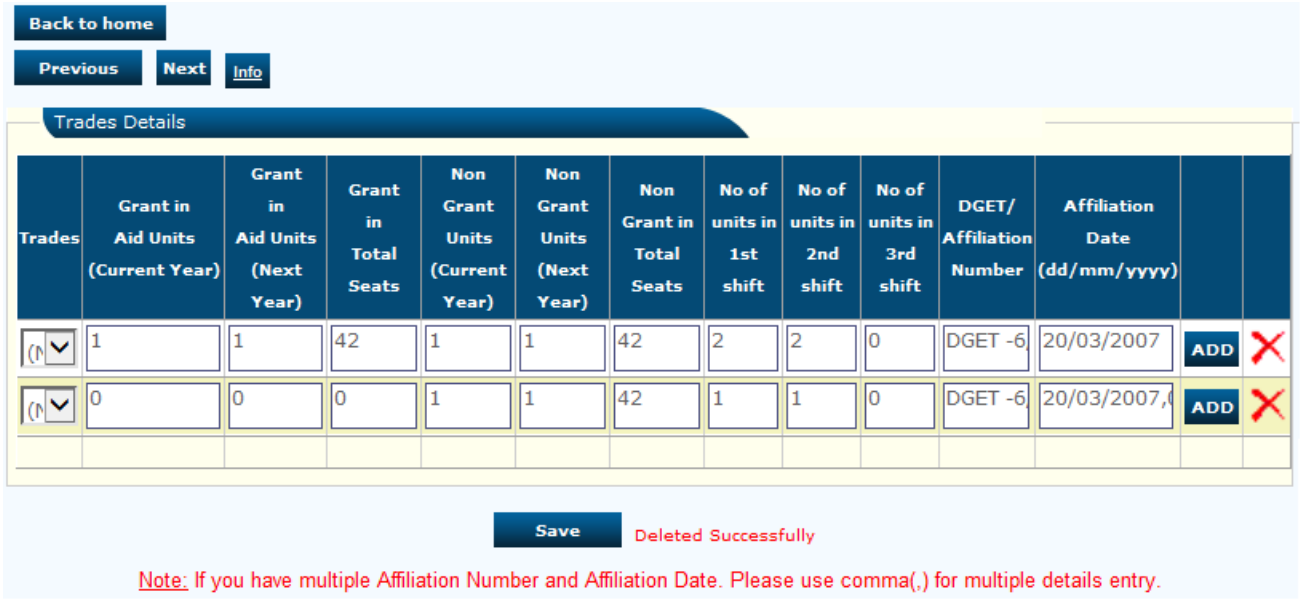
7. Enter the DGET/Affiliation Number and the multiple Affiliation number can be entered by adding the comma.

DGET/ Affiliation Number
1211212
111111

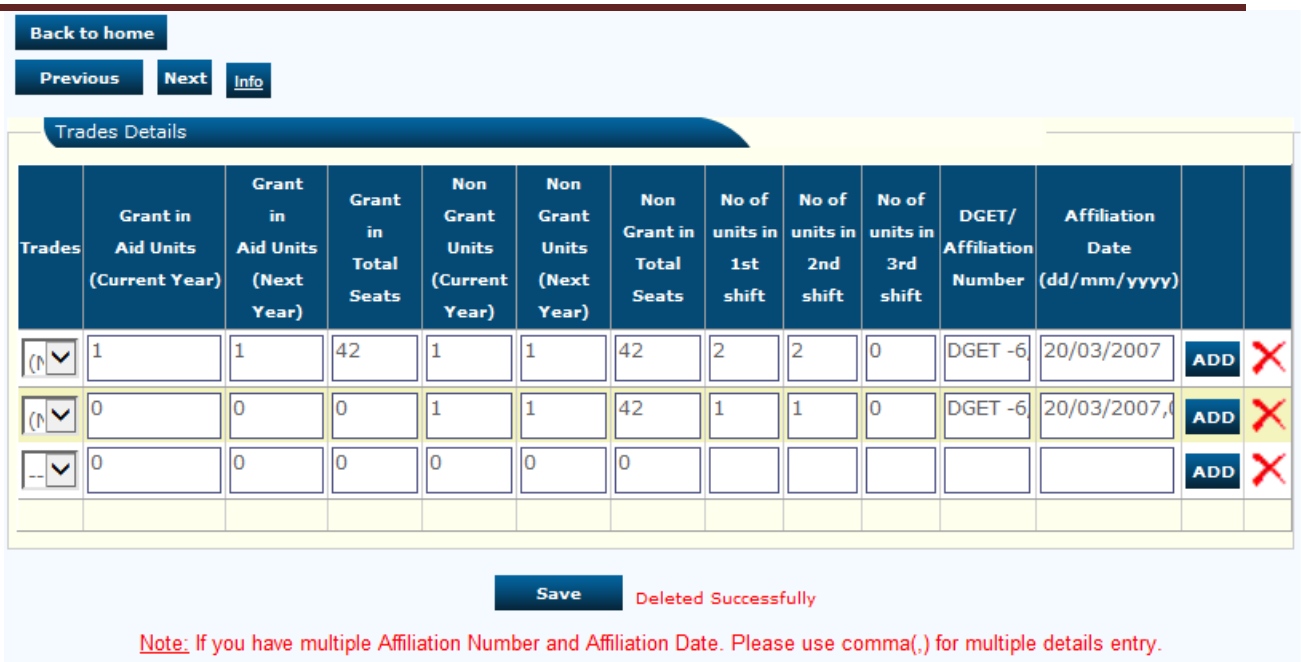
8. Enter the Affiliation date and the multiple Affiliation date can be entered by adding the comma.



9. Click on the ADD button to save the entered details.

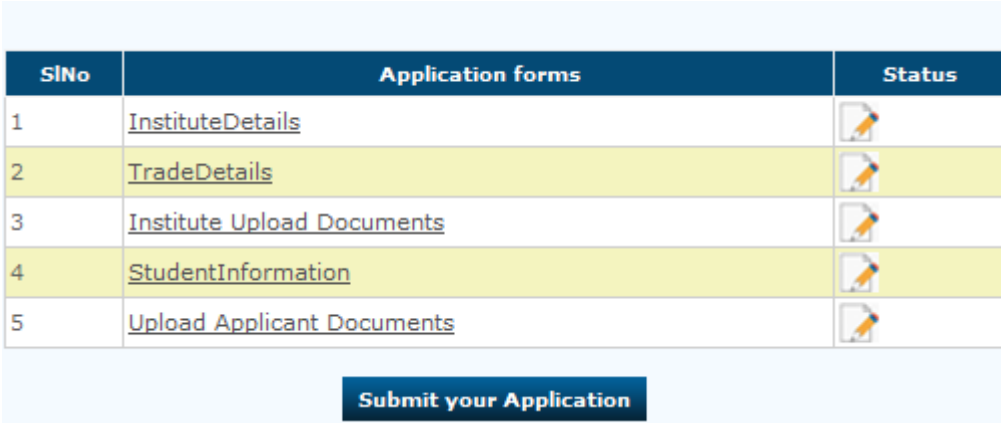

Back to home
Previous
Next
Info
Trades Details
Trades
Grant in Aid Units (Current Year)
Grant in Aid Units (Next Year)
Grant in Total Seats
Non Grant Units (Current Year)
Non Grant Units (Next Year)
Non Grant in Total Seats
No of units in 1st shift
No of units in 2nd shift
No of units in 3rd shift
DGET/ Affiliation Number
Affiliation Date (dd/mm/yyyy)
1 1 42 1 1 42 2 2 0 DGET -6 20/03/2007 ADD
0 0 0 1 1 42 1 1 0 DGET -6 20/03/2007, ADD
Save
Deleted Successfully
Note: If you have multiple Affiliation Number and Affiliation Date. Please use comma(,) for multiple details entry.

10. Finally click on the Final Save button, the entered details will be approved.

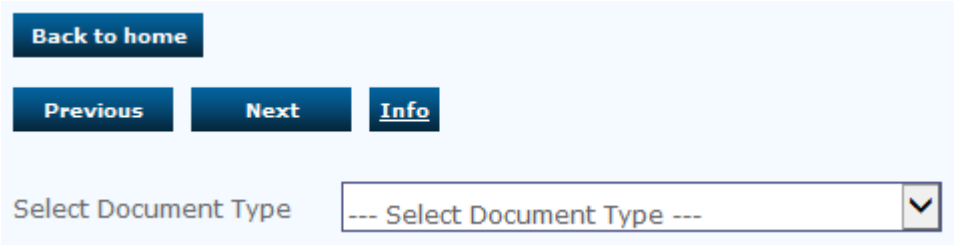

Back to home
Previous
Next
Info
Trades Details
Trades
Grant in Aid Units (Current Year)
Grant in Aid Units (Next Year)
Grant in Total Seats
Non Grant Units (Current Year)
Non Grant Units (Next Year)
Non Grant in Total Seats
No of units in 1st shift
No of units in 2nd shift
No of units in 3rd shift
DGET/ Affiliation Number
Affiliation Date (dd/mm/yyyy)
ADD
Save
Deleted Successfully
Note: If you have multiple Affiliation Number and Affiliation Date. Please use comma(,) for multiple details entry.

Note: Before proceeding to the next page ensure the Green color check mark in the status field by clicking on the back button provided.

4.c Institute Upload Documents:

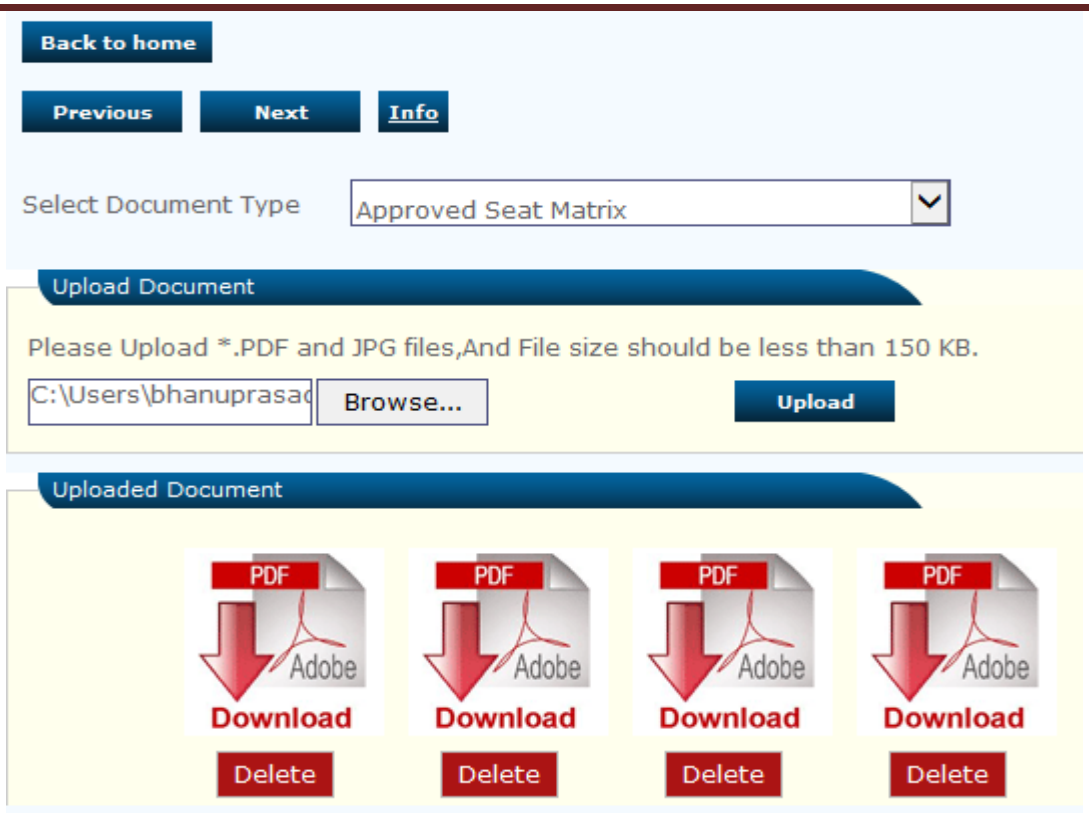


a. For Uploading the Approved seat matrix documents and Affiliation copy, select the document from the "Select Document Type" drop down list.



b. Browse and attach the document (PDF/JPEG/JPG) and click on the "Upload button"

c. Can upload multiple PDF documents/JPG images.

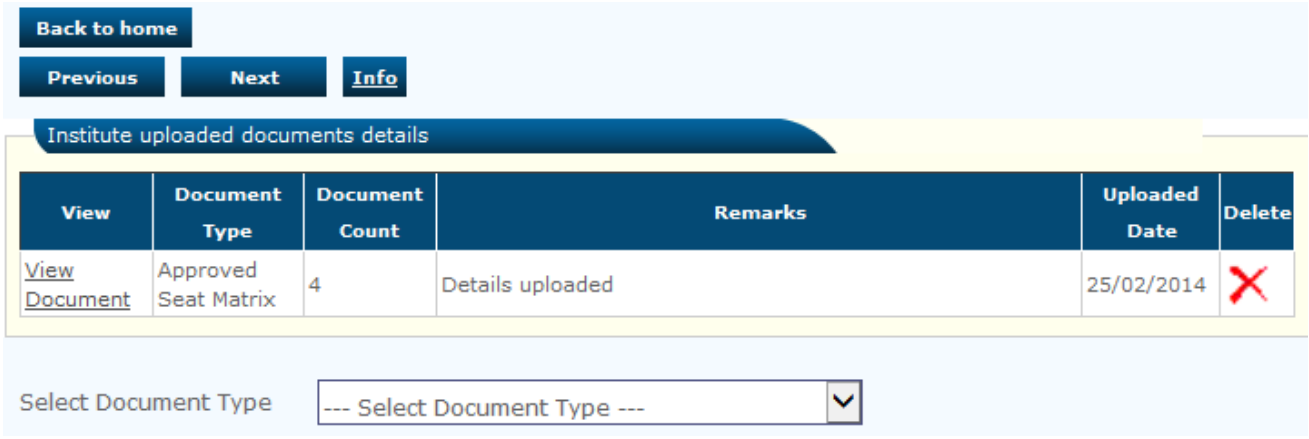


d. Should upload either PDF documents/JPG images only for any type of document, if not the uploaded PDF documents/JPG images will be deleted (we cannot upload PDF document/ JPG images simultaneously for the a particular type of document).

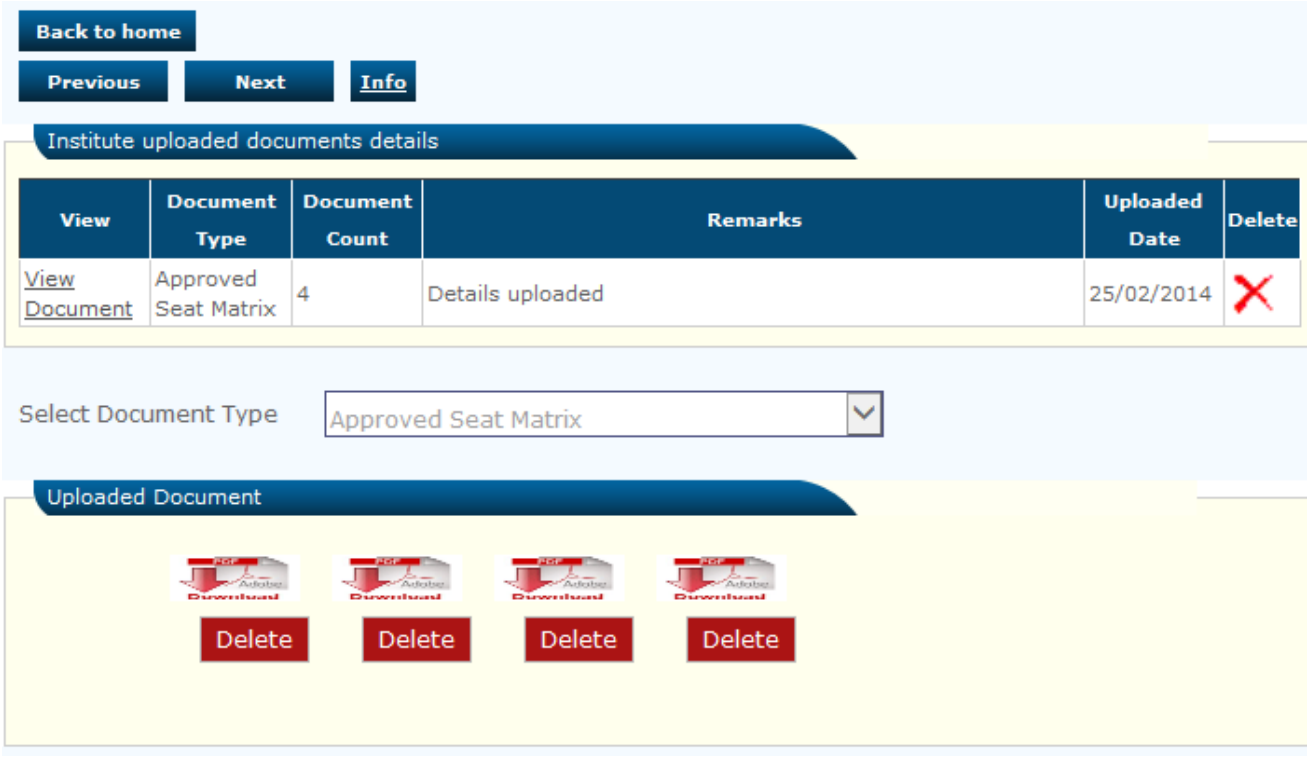
e. If uploaded document needed to delete before saving, can delete by clicking on the "Delete" button of the particular document as shown below.

f. Enter the Remarks in the Remarks text box and finally click on the "Save button" to save the details.

g. In order to delete the saved multiple documents click on the "Delete image" as shown below.



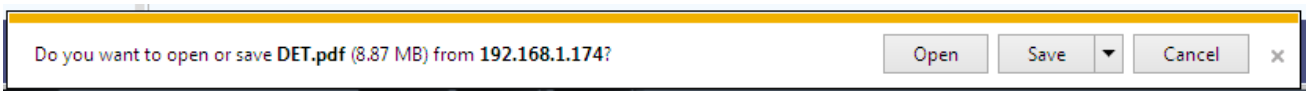
h. In order to delete individual documents after saving, click on the "View Document" link as shown and Click on the "Delete Button" of the document to be deleted.



i. Click on the "View Document" button, the uploaded document image will be displayed.

Click on the Uploaded document image, the uploaded document will be displayed.

j. Click on the open/save as shown below.



Principals can upload the multiple documents like .PDF, .JPG files and file size must be not more than 150KB.

Note: Before proceeding to the next page ensure the Green color check mark in the status field by clicking on the back button provided.

SlNo	Application forms	Status
1	InstituteDetails	
2	TradeDetails	
3	Institute Upload Documents	
4	StudentInformation	
5	Upload Applicant Documents	

Submit your Application

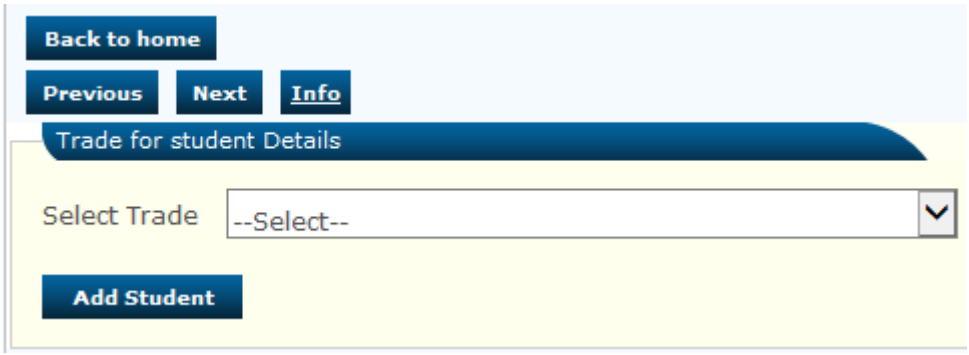
4.d Student Information:

Click on the Student information link.

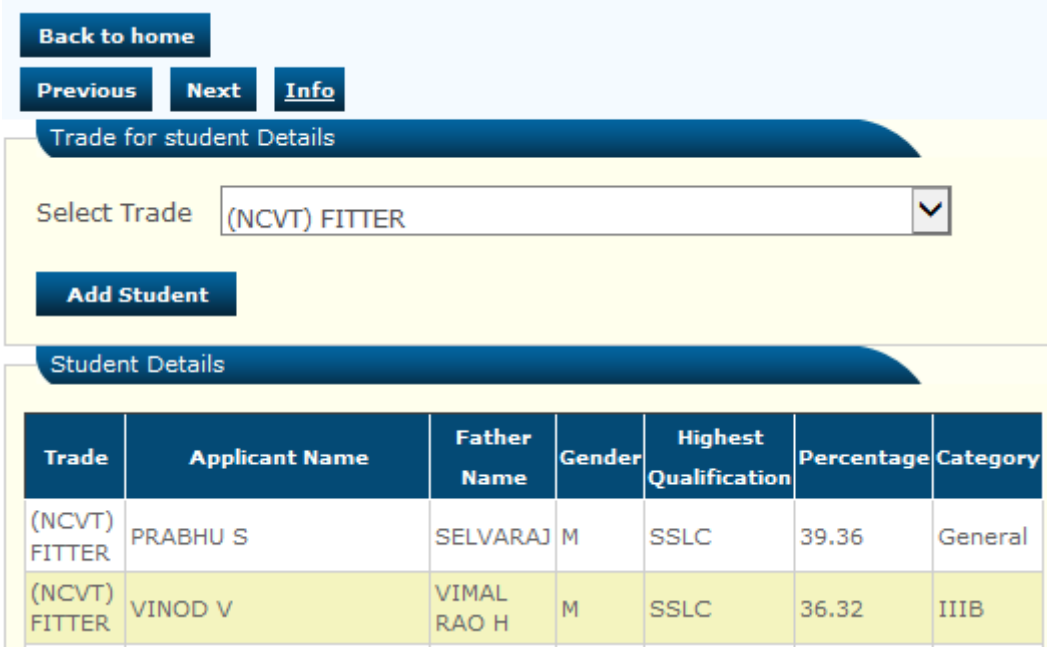
SlNo	Application forms	Status
1	InstituteDetails	
2	TradeDetails	
3	Institute Upload Documents	
4	StudentInformation	
5	Upload Applicant Documents	

Submit your Application

1. Select the trade , The selected and added trades details from Trade information link must bind in this trade drop down list.

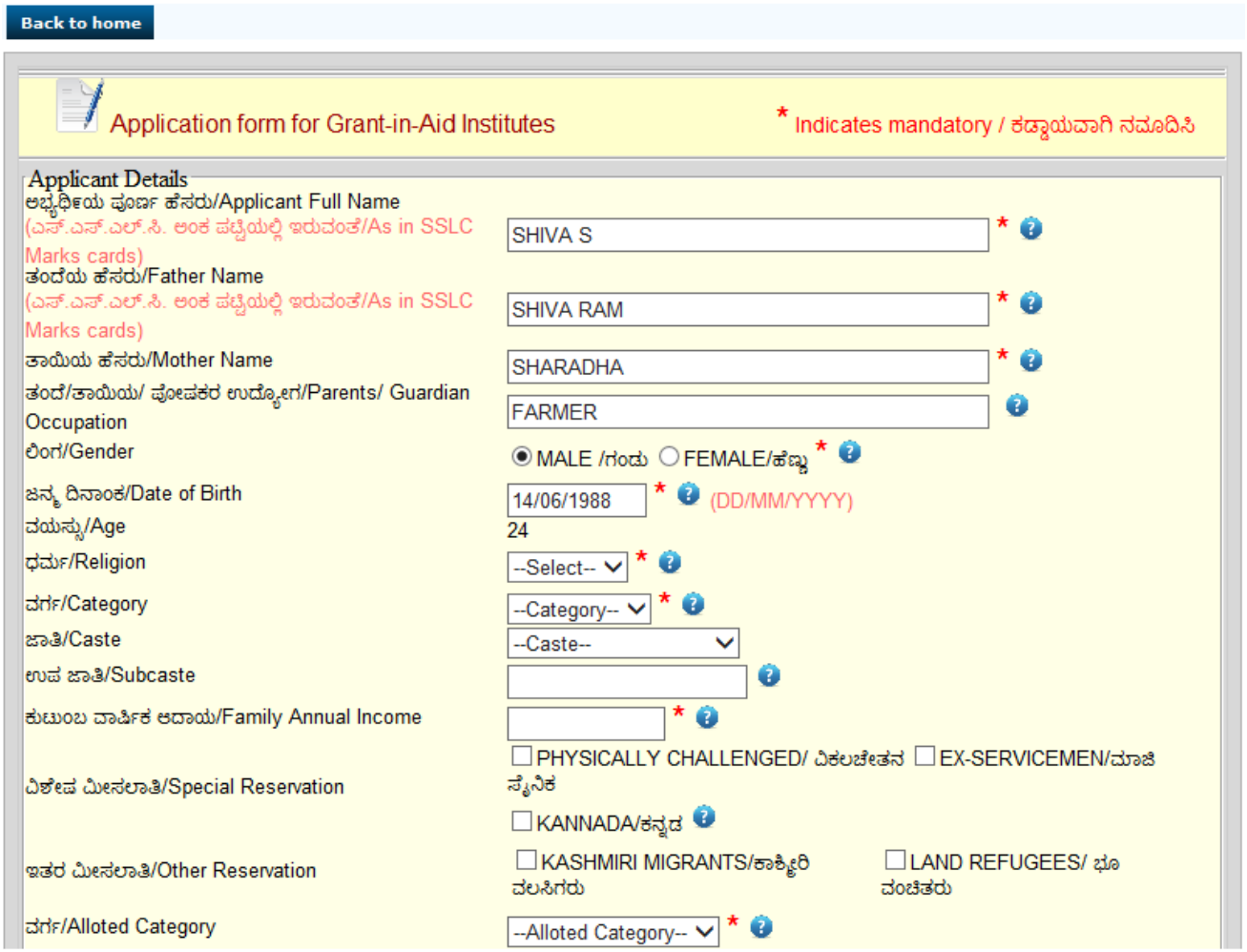


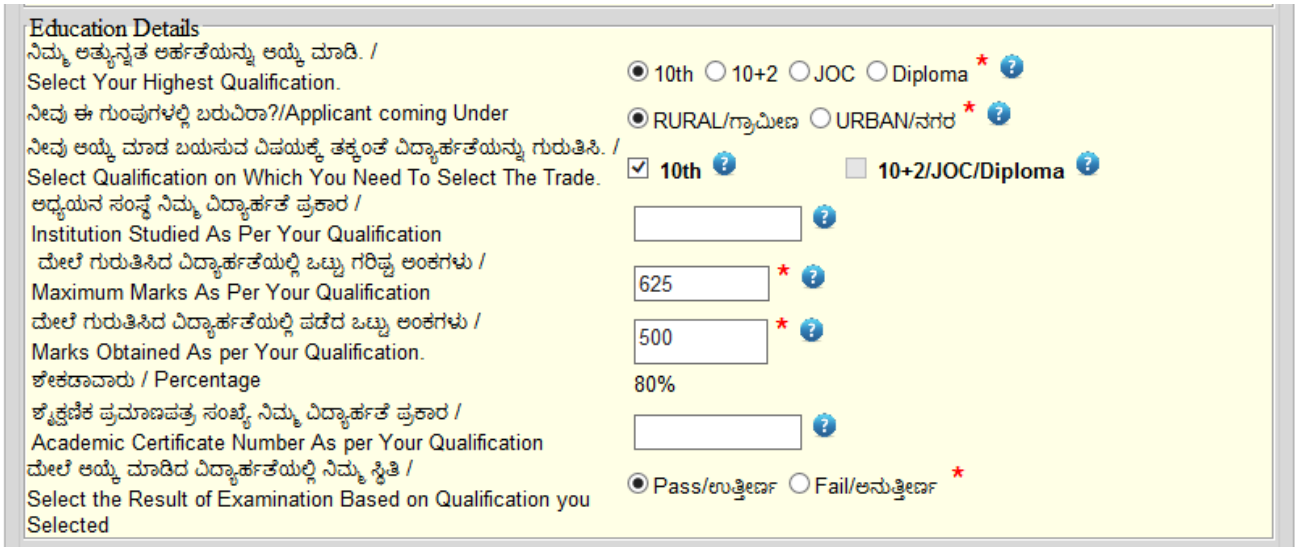
2. Click on the “Add Student” button.
3. “Saved” student details can be viewed under the “Student Details”

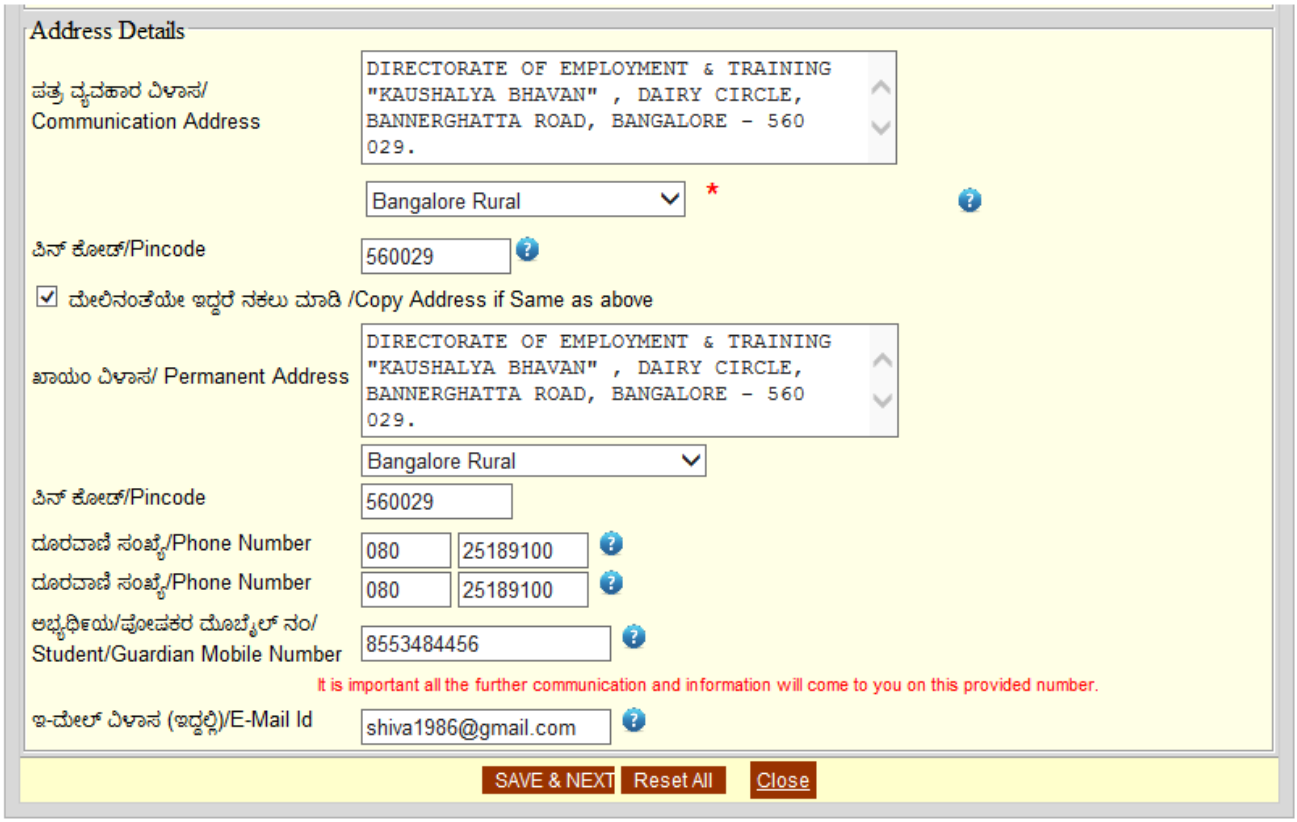


Trade	Applicant Name	Father Name	Gender	Highest Qualification	Percentage	Category
(NCVT) FITTER	PRABHU S	SELVARAJ	M	SSLC	39.36	General
(NCVT) FITTER	VINOD V	VIMAL RAO H	M	SSLC	36.32	IIIB

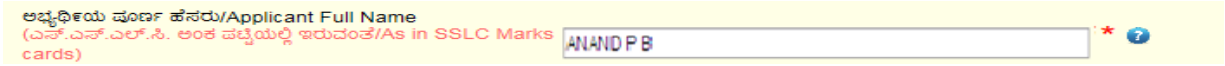
4. Enter the student details,



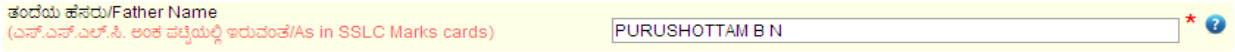

Education Details
ನಿಮ್ಮ ಅತ್ಯುನ್ನತ ಅರ್ಹತೆಯನ್ನು ಆಯ್ಕೆ ಮಾಡಿ. /
Select Your Highest Qualification.
10th 10+2 JOC Diploma *
ನೀವು ಈ ಗುಂಪುಗಳಲ್ಲಿ ಬರುವಿರಾ?/Applicant coming Under
RURAL/ಗ್ರಾಮೀಣ URBAN/ನಗರ *
ನೀವು ಆಯ್ಕೆ ಮಾಡ ಬಯಸುವ ವಿಷಯಕ್ಕೆ ತಕ್ಕಂತೆ ವಿದ್ಯಾರ್ಹತೆಯನ್ನು ಗುರುತಿಸಿ. /
Select Qualification on Which You Need To Select The Trade.
10th
10+2/JOC/Diploma
ಅಧ್ಯಯನ ಸಂಸ್ಥೆ ನಿಮ್ಮ ವಿದ್ಯಾರ್ಹತೆ ಪ್ರಕಾರ /
Institution Studied As Per Your Qualification
ಮೇಲೆ ಗುರುತಿಸಿದ ವಿದ್ಯಾರ್ಹತೆಯಲ್ಲಿ ಒಟ್ಟು ಗರಿಷ್ಠ ಅಂಕಗಳು /
Maximum Marks As Per Your Qualification
625 *
ಮೇಲೆ ಗುರುತಿಸಿದ ವಿದ್ಯಾರ್ಹತೆಯಲ್ಲಿ ಪಡೆದ ಒಟ್ಟು ಅಂಕಗಳು /
Marks Obtained As per Your Qualification.
500 *
ಶೇಕಡಾವಾರು / Percentage
80%
ಶೈಕ್ಷಣಿಕ ಪ್ರಮಾಣಪತ್ರ ಸಂಖ್ಯೆ ನಿಮ್ಮ ವಿದ್ಯಾರ್ಹತೆ ಪ್ರಕಾರ /
Academic Certificate Number As per Your Qualification
ಮೇಲೆ ಆಯ್ಕೆ ಮಾಡಿದ ವಿದ್ಯಾರ್ಹತೆಯಲ್ಲಿ ನಿಮ್ಮ ಸ್ಥಿತಿ /
Select the Result of Examination Based on Qualification you Selected
Pass/ಉತ್ತೀರ್ಣ Fail/ಅನುತ್ತೀರ್ಣ *


Address Details
ಪತ್ರ ವ್ಯವಹಾರ ವಿಳಾಸ/
Communication Address
DIRECTORATE OF EMPLOYMENT & TRAINING "KAUSHALYA BHAVAN" , DAIRY CIRCLE, BANNERGHATTA ROAD, BANGALORE - 560 029.
Bangalore Rural *
ಪಿನ್ ಕೋಡ್/Pincode
560029
ಮೇಲಿನಂತೆಯೇ ಇದ್ದರೆ ನಕಲು ಮಾಡಿ /Copy Address if Same as above
ಖಾಯಂ ವಿಳಾಸ/ Permanent Address
DIRECTORATE OF EMPLOYMENT & TRAINING "KAUSHALYA BHAVAN" , DAIRY CIRCLE, BANNERGHATTA ROAD, BANGALORE - 560 029.
Bangalore Rural
ಪಿನ್ ಕೋಡ್/Pincode
560029
ದೂರವಾಣಿ ಸಂಖ್ಯೆ/Phone Number
080 25189100
ದೂರವಾಣಿ ಸಂಖ್ಯೆ/Phone Number
080 25189100
ಅಭ್ಯರ್ಥಿಯ/ಪೋಷಕರ ಮೊಬೈಲ್ ನಂ/
Student/Guardian Mobile Number
8553484456
It is important all the further communication and information will come to you on this provided number.
ಇ-ಮೇಲ್ ವಿಳಾಸ (ಇದ್ದಲ್ಲಿ)/E-Mail Id
shiva1986@gmail.com
SAVE & NEXT
Reset All
Close

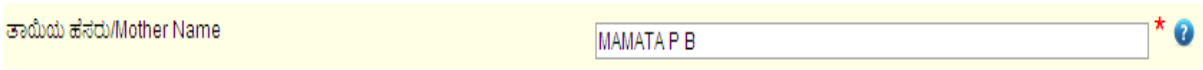
3.1. Enter the full name of the Trainees in "Applicant Full Name" text box.



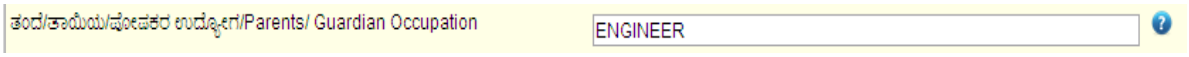
3.2. Enter father's name of the Trainees in the "Father Name" text box.



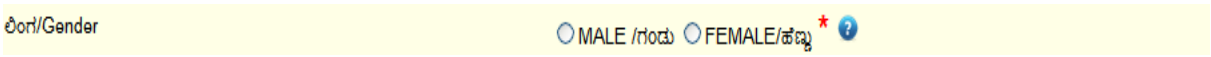
3.3. Enter mother's name of the Trainees in the "Mother Name" text box



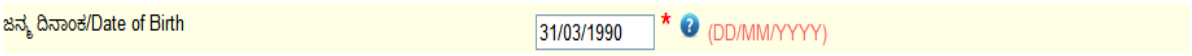
3.4.Enter Father's/Mother's/ Guardian's Occupation in the "Parent's/ Guardian Occupation" text box



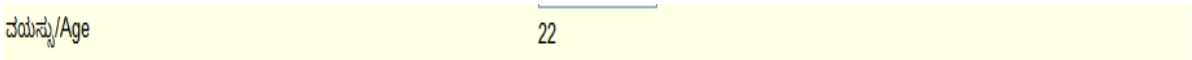
3.5. Select the Gender of the Trainees from the "Gender" radio buttons



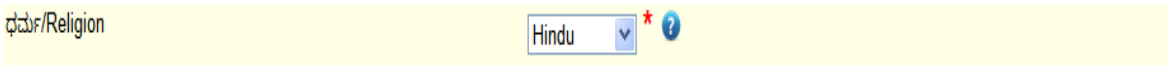
3.6. Enter the Date of Birth of the Trainees in the "Date of Birth" text box



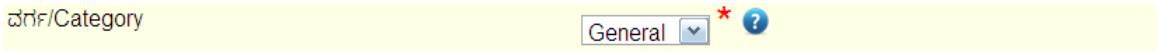
3.7. On entering Date of Birth of the Trainees "Age" is auto generated



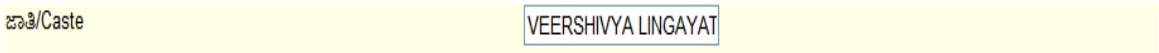
3.8. Select the Religion of the Trainees from the "Religion" drop down



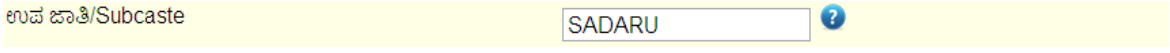
3.9. Select the Category of the Trainees from the "Category" drop down



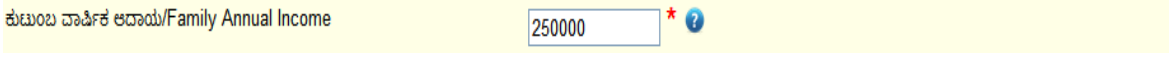
3.10. Enter the caste of the Trainees in the "caste" text box. If you are not particular about caste you can leave it as blank



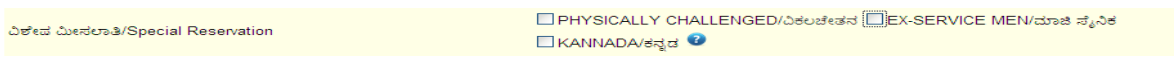
3.11. Enter the Sub caste of the Trainees in the "Sub caste" text box. If you are not particular about sub caste you can leave it as blank



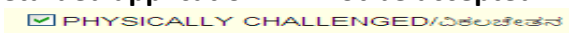
3.12. Enter the Family Annual Income of the Trainees in the "Family Annual Income" textbox



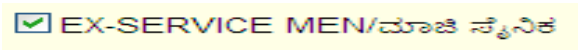
3.13. Check the "Special Reservation" whichever is applicable to the Trainees



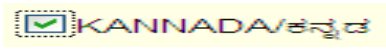
a. **Physically Challenged/ ವಿಕಲಚೇತನ II If the candidate is physically Challenged (Hearing Impaired, visual Impaired, mentally retarded application will not be accepted**



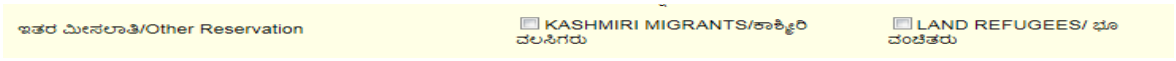
b. **Ex-servicemen/ಮಾಜಿ ಸೈನಿಕ : If the Trainees seeking Ex-Servicemen reservation he can tick this field.**



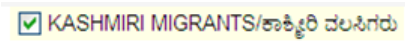
c. **Kannada Medium/ ಕನ್ನಡ ಮಾಧ್ಯಮ : Trainees who studied in Kannada Medium from 1 to 10th standard can tick this field**



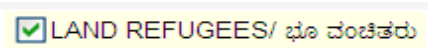
3.14. Click the "Other Reservation" whichever is applicable to the Trainees



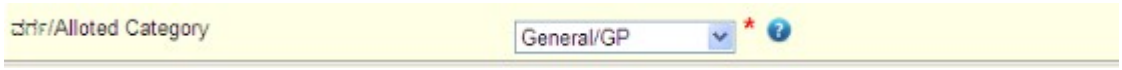
a. **Kashmiri Migrants/ ಕಾಶ್ಮೀರಿ ವಲಸಿಗರು: Trainees migrated from Kashmir can tick this field.**



b. **Land Refugees/ಭೂ ವಂಚಿತರು : Reservation for Children of farmers who have lost their land for government Industrial and Employment purposes**

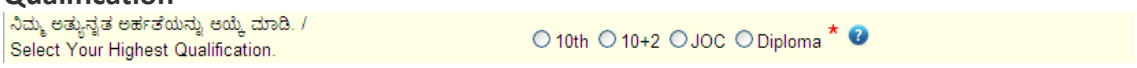


5. **Select the "Allotted category", based on seat is been allotted to the Trainees.**

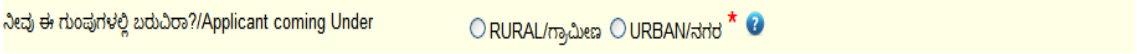


EDUCATION DETAILS

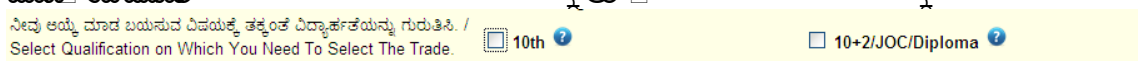
1. **To choose the qualification to apply on certain trade, select the radio button "Select your highest Qualification"**



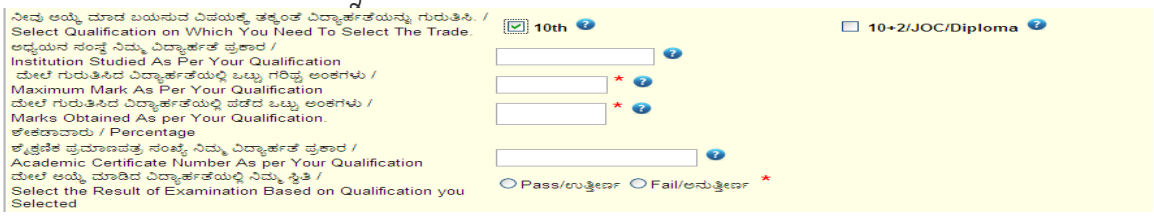
2. **Select Rural or Urban radio button from the "Trainees coming under/ನಿಮ್ಮ ಈಗಿನ ವಾಸ ಸ್ಥಳಗಳಲ್ಲಿ ಯಾವುದು ? " radio buttons .If you have studied in rural area from 1 to 10th click on "Rural" else click on "Urban".**



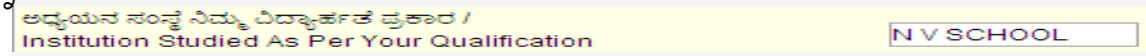
3. Basic qualification on which Trainees wants to apply select the "Select Qualification on Which You Need To Select the Trade." 10 or 10+2/JOC/DIPLOMA check box/



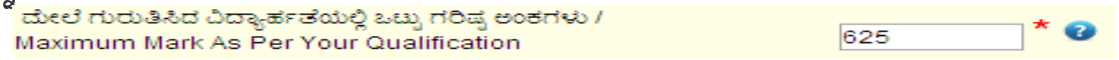
a. **If applicant selects the 10th basic, fill the following details /**


Select Qualification on Which You Need To Select The Trade.
10th
10+2/JOC/Diploma
Institution Studied As Per Your Qualification
Maximum Mark As Per Your Qualification
Marks Obtained As per Your Qualification.
Percentage
Academic Certificate Number As per Your Qualification
Select the Result of Examination Based on Qualification you Selected
Pass
Fail

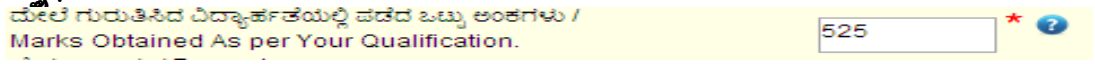
4.1 Fill the Name of school/Institution studied /



4.2 Enter Maximum Marks in "Maximum Marks as per Your Qualification/

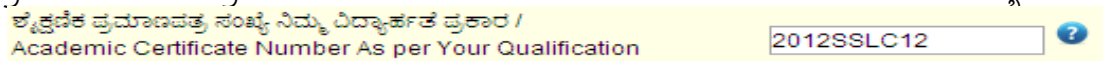


4.3 Trainees must enter the marks obtained as per Trainees qualification in the "Marks Obtained As Per Your Qualification/

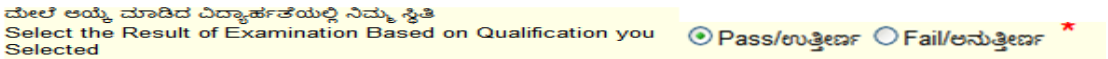


4.4 An Trainees on entering Marks obtained "Percentage" is auto generated /

4.5 Trainees must enter the Academic certificate number /



4.6 Trainees must select the result of final Examination based on the Qualification entered in "Basic qualification" column.



6. **If Trainees wants to select the 10+2(PUC) qualification trades fill the following details /**

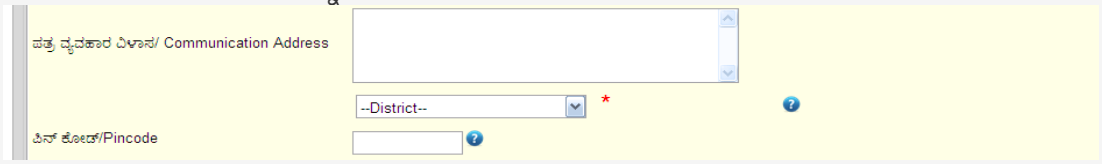
Select Qualification on Which You Need To Select The Trade.
10th
10+2/JOC/Diploma
Institution Studied As Per Your Qualification
Maximum Mark As Per Your Qualification
Marks Obtained As per Your Qualification.
Percentage
Academic Certificate Number As per Your Qualification
Select the Result of Examination Based on Qualification you Selected
Pass
Fail

Note: If the Trainees is 10+2 follow the same procedure form 4.1 to 4.6

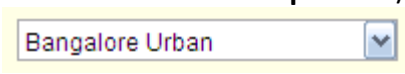
6. If the Trainees result is failed in 10+2, Trainees can select the trades based on the 10th qualification/ ಉತ್ತೀರ್ಣ ಆಗಿದ್ದರೆ , 10ನೇ ತರಗತಿಯ ಆಧಾರದ ಮೇಲೆ ಆಯ್ಕೆ ಮಾಡಿದ

ADDRESS DETAILS

a. **Enter address for communication of the Trainees in the "Communication Address" text box /** "ಪತ್ರ ವ್ಯವಹಾರ ವಿಳಾಸ" ಕಾಲಂನಲ್ಲಿ ಅಭ್ಯರ್ಥಿಯ ವಿಳಾಸವನ್ನು ನಮೂದಿಸಿ.

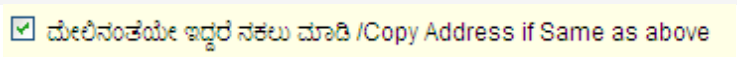


b. **Select district from the "District" drop down /** "ಜಿಲ್ಲೆ" ಡ್ರಾಪ್ ಡೌನ್ ನಿಂದ ಜಿಲ್ಲೆಯನ್ನು ಆಯ್ಕೆ ಮಾಡಿ.

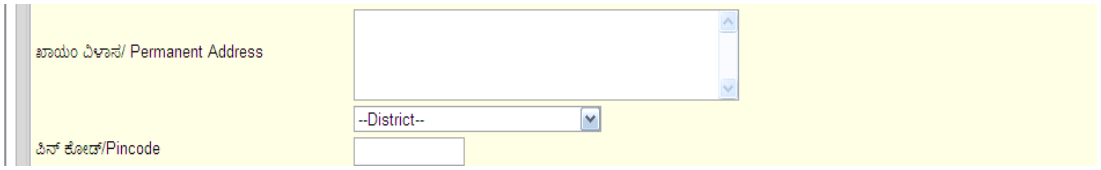


c. **Enter pin code in the "Pin code" text box /** "ಪಿನ್ ಕೋಡ್" ಟೆಕ್ಸ್ಟ್ ಬಾಕ್ಸ್‌ನಲ್ಲಿ ಪಿನ್ ಕೋಡ್ ಅನ್ನು ನಮೂದಿಸಿ.

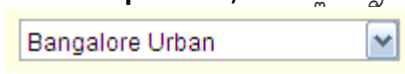
d. **If the Present and permanent address are same then Click "Copy Address if Same as above" /** ಪ್ರಸ್ತುತ ಮತ್ತು ಶಾಶ್ವತ ವಿಳಾಸ ಒಂದೇ ಆಗಿದ್ದರೆ "ಮೇಲಿನಂತೆಯೇ ಇದ್ದರೆ ನಕಲು ಮಾಡಿ" ಆಯ್ಕೆಯನ್ನು ಆಯ್ಕೆ ಮಾಡಿ



e. **Enter permanent address in the "Permanent Address" text box if permanent address is different from the communication address /** ಶಾಶ್ವತ ವಿಳಾಸವು ಪತ್ರ ವ್ಯವಹಾರ ವಿಳಾಸಕ್ಕಿಂತ ಭಿನ್ನವಾಗಿದ್ದಲ್ಲಿ "ಖಾಯಂ ವಿಳಾಸ" ಟೆಕ್ಸ್ಟ್ ಬಾಕ್ಸ್‌ನಲ್ಲಿ ಶಾಶ್ವತ ವಿಳಾಸವನ್ನು ನಮೂದಿಸಿ.



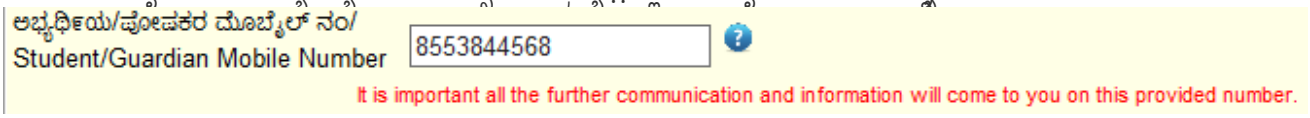
7. **Select district from the "District" drop down /** "ಜಿಲ್ಲೆ" ಡ್ರಾಪ್ ಡೌನ್‌ನಿಂದ ಜಿಲ್ಲೆಯನ್ನು ಆಯ್ಕೆ ಮಾಡಿ.



8. **Enter pin code in the "Pin code" Field /** "Pin code" ಟೆಕ್ಸ್ಟ್ ಬಾಕ್ಸ್‌ನಲ್ಲಿ ಪಿನ್ ಕೋಡ್ ಅನ್ನು ನಮೂದಿಸಿ

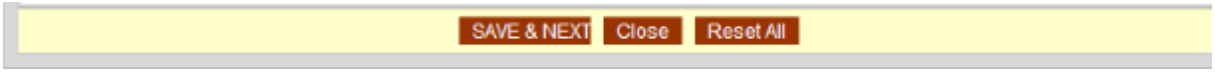
9. **Enter landline number of the Parent or guardian in the “Phone Number” text box /** "ದಪದ □ ಾ □ ೈಕು "ೃಪ□ ಬಾಕ್ಸ್ □ಲ್ಲಿಯ್ಲು ನಮೂದಿಸು .

10. **Enter mobile number of the Student or Gaurdian in the “Mobile Number” text box /** "ಮೊ□ ೈಲ್ □ಸಂಖ್ಯೆ "ೃಪ□ ಬಾಕ್ಸ್ ಲ್ಲಿಯ್ಲು ನಮೂದಿಸು .


ಅಭ್ಯರ್ಥಿಯ/ಪೋಷಕರ ಮೊಬೈಲ್ ನಂ/
Student/Guardian Mobile Number
8553844568
It is important all the further communication and information will come to you on this provided number.

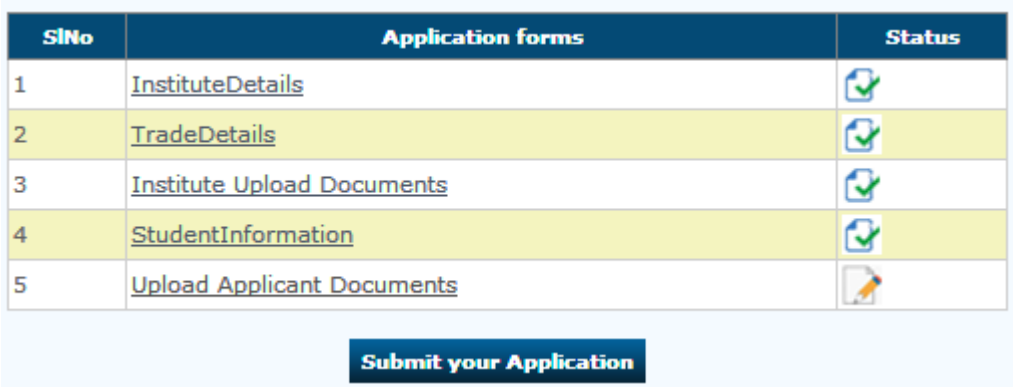
11. **Enter E-Mail id of the Trainees in the “E-Mail Id” text box /** "ಅಭ್ಯ□ ರ್ಥಿಯ ಇ-ಮೇಲ್ ವಿಳಾಸ ಬಾಕ್ಸ್ ಲ್ಲಿಯ್ಲು ನಮೂದಿಸು .

Click on the “Save and Next” button, to save the current entered trainee details and to enter the next trainee details.
Click on the close button, to close the entire application.
Click on the “Reset all” button to reset the entered complete details or to add the new details of the next trainee.



Once after saving the details pop up will be displayed

Note: Before proceeding to the next page ensure the Green color check mark in the status field by clicking on the back button provided.



SlNo	Application forms	Status
1	InstituteDetails	
2	TradeDetails	
3	Institute Upload Documents	
4	StudentInformation	
5	Upload Applicant Documents	

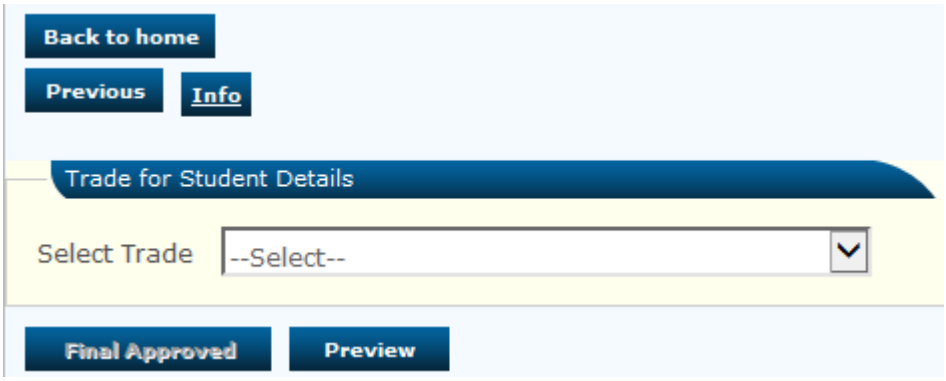
Submit your Application

4.e Upload Applicant Documents:

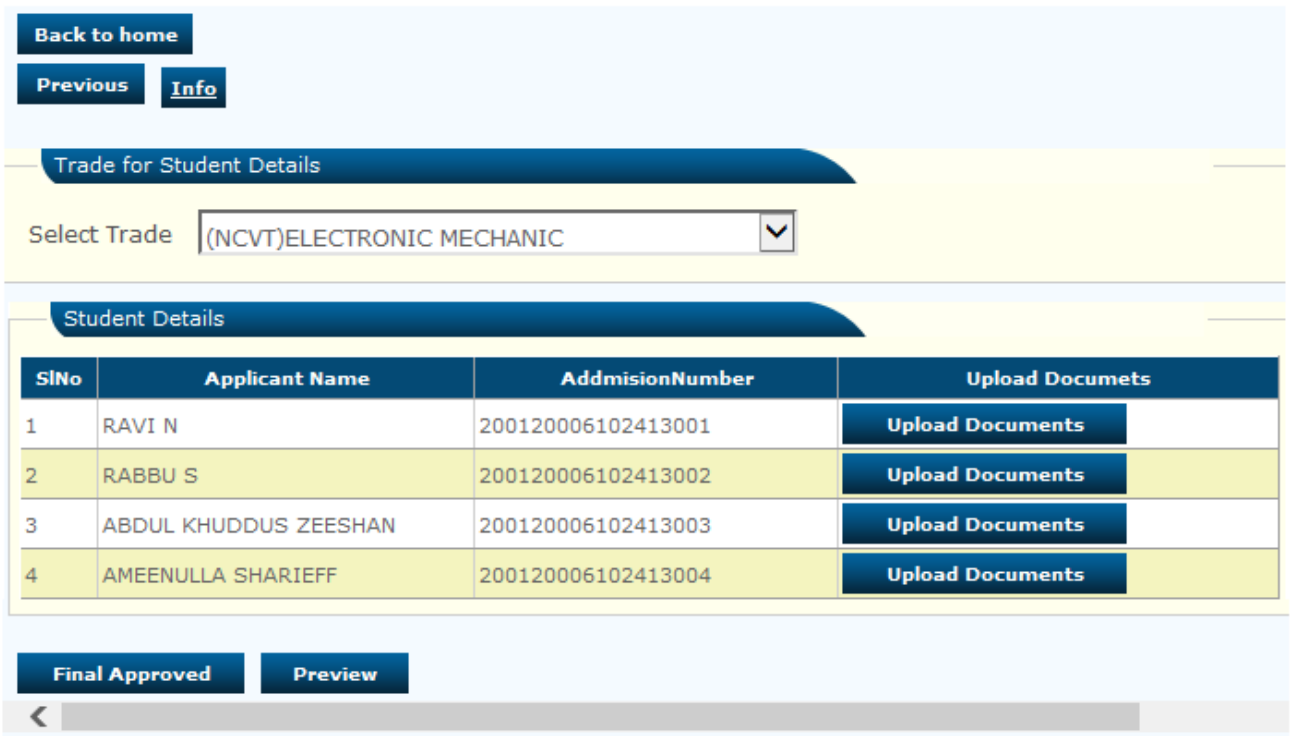
SlNo	Application forms	Status
1	InstituteDetails	
2	TradeDetails	
3	Institute Upload Documents	
4	StudentInformation	
5	Upload Applicant Documents	

Submit your Application

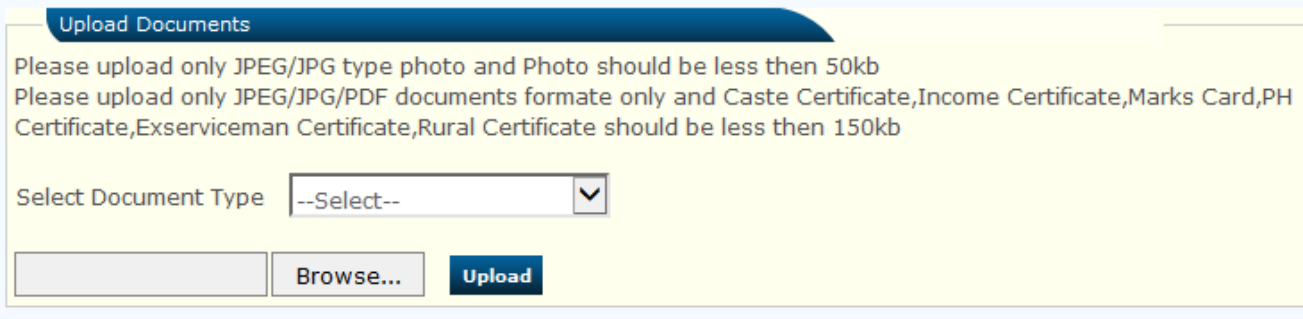
- Select the trade from the dropdown



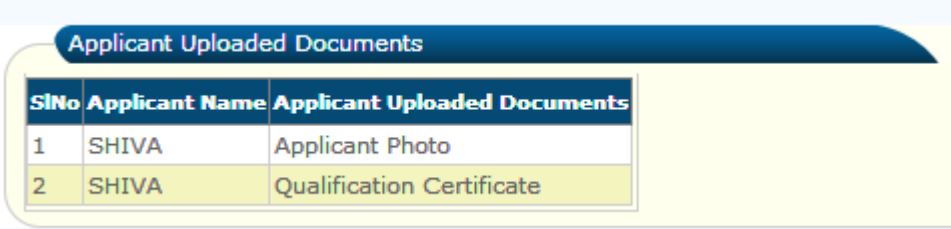
- Click on the upload documents button to upload



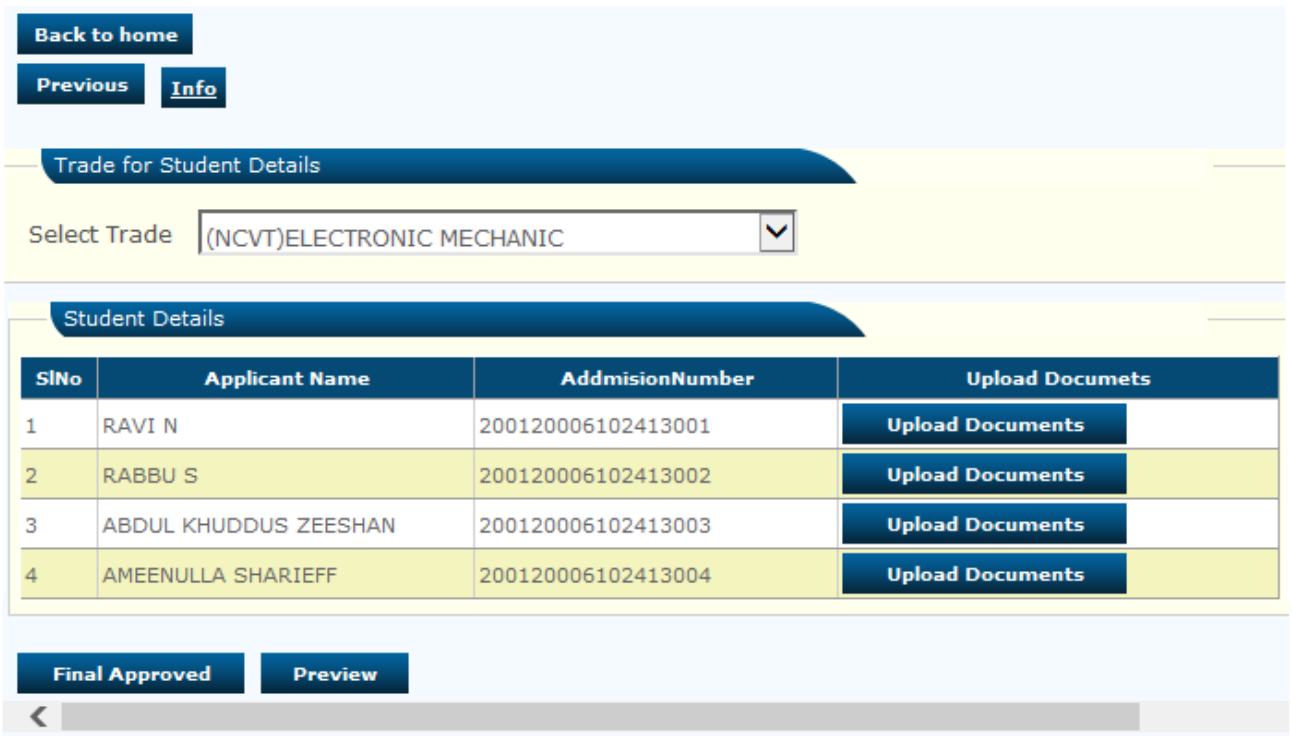
- Select the document type as shown below


Upload Documents
Please upload only JPEG/JPG type photo and Photo should be less then 50kb
Please upload only JPEG/JPG/PDF documents formate only and Caste Certificate,Income Certificate,Marks Card,PH Certificate,Exserviceman Certificate,Rural Certificate should be less then 150kb
Select Document Type
--Select--
Browse...
Upload

- Uploaded documents, files or images can be viewed here

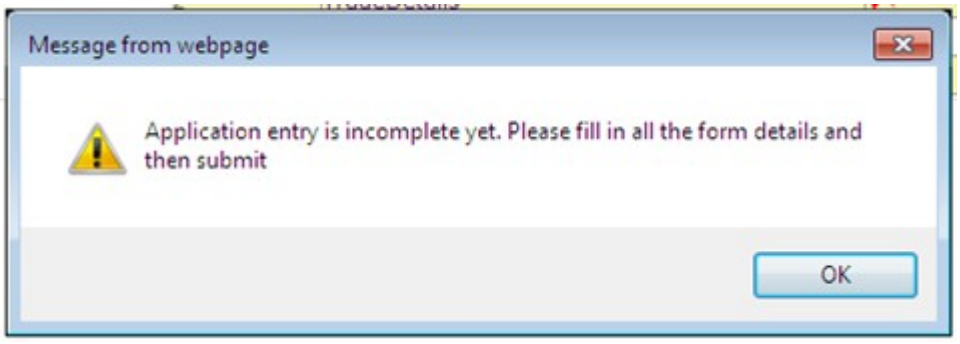


Once all the Details are been added Click on "Preview", the students details will be displayed



Click on the Preview button, the details of the admitted trainee report will be generated with respective to trade and institute.

Without filing any data entry forms, click on the "Submit your application" button. An alert message will displayed.



After filling the data entry forms, click on the "Submit your application" button for confirmation.

SlNo	Application forms	Status
1	InstituteDetails	
2	TradeDetails	
3	Institute Upload Documents	
4	StudentInformation	
5	Upload Applicant Documents	

Submit your Application